

## Conducting a Raffle

### **230-11-005 Posting the raffle license.**

Organizations conducting a raffle must post the raffle license or a copy of the license in a readily visible location at the site of the drawing.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

### **WAC 230-20-325 Manner of conducting a raffle.**

#### **Posting the raffle license.**

(10) The raffle license or a copy of the license must be posted in a readily visible location at the site of the drawing.

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### **230-11-010 How to conduct a raffle.**

Only licensed charitable and nonprofit organizations may operate raffles. Organizations must sell raffle tickets for twenty-five dollars or less. Organizations must not require anyone to purchase more than one raffle ticket. Organizations must sell every ticket for a particular raffle for the same price.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

### **WAC 230-20-325 Manner of conducting a raffle.**

Only licensed charitable and nonprofit organizations may operate raffles under the following conditions: Raffle tickets must be sold for twenty-five dollars or less. No person shall be required to purchase more than one raffle ticket. Every ticket for a particular raffle must be sold for the same price. However, tickets may be offered at a discount under the following conditions:

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### **230-11-015 Rules must be provided to participants.**

Organizations must inform all participants at the time the participant purchases a ticket of all rules by which prizes may be won in a raffle. Organizations must provide this information by either imprinting it on the participant's portion of the ticket or otherwise providing it to each participant in writing. Organizations must give each participant the following information:

- (1) The cost of each chance;
- (2) All prizes available, whether cash or merchandise;
- (3) Date and time of drawing;
- (4) Location of drawing;
- (5) Whether an entrant is required to be present at a raffle drawing in order to be eligible to win a prize; and
- (6) Name of organization conducting the raffle.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

### **WAC 230-20-325 Manner of conducting a raffle.**

**Rules must be provided to participants.**

(9) Organizations must inform all participants at the time a ticket is purchased of all rules by which prizes may be won in a raffle. This information must be provided by either imprinting such on the participant's portion of the ticket or otherwise providing such to each participant in writing. Organizations must give each participant the following information:

- (a) The cost of each chance;
- (b) All prizes available, whether cash or merchandise;
- (c) Date and time of drawing;
- (d) Location of drawing;
- (e) Whether an entrant is required to be present at a raffle drawing in order to be eligible to win a prize; and
- (f) Name of organization conducting the raffle.

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**230-11-020 Ticket stubs to be placed in receptacle for drawing.**

Each person that sells a raffle ticket must give the organization all ticket stubs or other detachable section of all tickets sold. The organization must place each stub or other detachable section of each ticket sold into a receptacle from which they will draw the winning tickets.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-325 Manner of conducting a raffle.****Ticket stubs to be placed in receptacle for drawing.**

(12) Each person that sells a raffle ticket must give the organization all ticket stubs or other detachable section of all tickets sold. The organization must place each stub or other detachable section of each ticket sold into a receptacle from which the winning tickets will be drawn.

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**230-11-025 Ticket stub information.**

If an organization sells raffle tickets to the general public or for raffles that do not require the winner to be present at the drawing, the organization must include a stub or other detachable section bearing a number, letter, or symbol matching the number, letter, or symbol on the ticket or object representing the player's chance. The organization's portion must include the participant's name, complete address, telephone number, or other information necessary to notify the winner.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-325 Manner of conducting a raffle.****Ticket stub information.**

(11) If organizations sell raffle tickets to the general public or for raffles that do not require the winner to be present at the drawing, the organization must include a stub or other detachable section bearing a duplicate number, letter, or symbol corresponding to the number, letter, or symbol on the ticket or object

representing the player's chance. The portion kept by the organization must include the participant's name, complete address, telephone number, and/or other information necessary to notify the winner.

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**230-11-030 Random drawing of winning tickets.**

A "drawing" means an approved random selection process for determining winners in a raffle. To be random, each ticket in the drawing must have an equal chance of selection. Organizations must design the ticket collection receptacle so that each ticket has an equal opportunity to be drawn, unless the organization is using an authorized alternative drawing format.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-02-500 Drawing defined.**

A drawing is defined as an approved random selection process for determining winners in a raffle. To be random, each ticket in the drawing must have an equal chance of selection.

[Statutory Authority: RCW 9.46.070 (11), (14) and 9.46.0218 [9.46.0281]. 89-05-024 (Order 186), § 230-02-500, filed 2/13/89.]

**WAC 230-20-325 Manner of conducting a raffle.****Drawing winning tickets.**

(14) Organizations must design the ticket collection receptacle so that each ticket has an equal opportunity to be drawn unless the organization is using an authorized alternative drawing format.

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**230-11-035 Using alternative drawing formats.**

Organizations may use an alternative drawing format that randomly determines winners when the organization:

- (1) Has a current raffle license;
- (2) Maintains records sufficient to meet all requirements regardless of license class;
- (3) Meets the definition of a drawing with the alternate drawing format;
- (4) Fully discloses to each player the random selection process used in the alternative format before selling tickets;
- (5) Maintains a copy of the disclosure with the permanent raffle records;
- (6) Ensures all participants have an equal chance of winning; and
- (7) Uses raffle tickets that are prenumbered and sequential.
- (8) Closely controls all aspects of the alternate drawing format.
- (9) Uses internal controls and accounting procedures that:
  - (a) Provide the ability to audit gross gambling receipts from ticket sales;
  - (b) Have sufficient controls to prevent manipulation of the random selection process; and
  - (c) Document the random selection process.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-325 Manner of conducting a raffle.**

**Using alternative drawing formats.**

(15) Organizations may use an alternative drawing format that randomly determines winners when the organization:

- (a) Has a current raffle license;
- (b) Maintains records sufficient to meet all requirements of WAC 230-08-070 regardless of license class;
- (c) Meets the definition of a drawing as defined by WAC 230-02-500 with the alternate drawing format;
- (d) Fully discloses to each player the random selection process used in the alternative format before selling tickets;
- (e) Maintains a copy of the disclosure with the permanent raffle records;
- (f) Ensures all participants have an equal chance of winning; and
- (g) Uses raffle tickets that are prenumbered and sequential.

(16) Alternative formats involving an element of skill are prohibited.

(17) Internal controls and accounting procedures must:

- (a) Provide the ability to audit gross gambling receipts from ticket sales;
- (b) Have sufficient controls to prevent manipulation of the random selection process; and
- (c) Document the random selection process.

**Prizes.**

(20) All aspects of the alternate drawing format must be closely controlled by the licensee.

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**230-11-040 Approved alternative drawing formats**

Organizations may use the following examples of alternative drawing formats:

*Mock raffle races.*

- (1) The organization sequentially numbers and sells tickets to identify a specific corresponding numbered mock animal(s), ball(s), or other similar object(s) that can use natural elements to move the objects (water, gravity, wind) in a race. All objects must be identical in weight, size, and shape, to have an equal opportunity to win. The organization releases all objects simultaneously at a start line. The first numbered object to cross the finish line is the winner.

*Poker runs.*

- (2) The organization sequentially numbers and sells tickets/poker tally sheets to participants. Participants travel a predetermined course with predetermined drawing stations (typically five drawing stations). At each drawing station, participants draw one playing card for each ticket purchased. Station attendants will verify the card drawn and will record the card value on the poker ticket tally sheet. After all participants have completed the course, the participant with the best recorded poker hand is declared the winner.

*Ball drops.*

- (3) The organization sequentially numbers and sells tickets to identify a specific corresponding numbered ball. All balls must be equal in size, weight, and shape, to have an equal opportunity to win. The organization suspends all purchased numbered balls in the air and simultaneously releases them over a target zone. The ball, closest or first, to hit the predetermined target is the winner.

*Animal plops.*

- (4) The organization sequentially numbers and sells tickets to identify a specific corresponding square on a numbered grid. The organization releases the animal of choice into the grid area until the animal has completed its plop. The numbered square containing the plop will determine the winner.

*Multiple stage drawings.*

- (5) The organization sequentially numbers and sells tickets. The organization uses multiple drawing phases to eliminate participants until the organization declares the remaining ticket holder(s) the winner(s). The organization may use second element of chance plans as long as the plans meet the criteria set out in this chapter.

*Bucket raffles.*

- (6) The organization sequentially numbers and issues tickets. Participants place their tickets into any number of separate drawings for separate prizes. We consider the multiple drawings one single raffle unless the organization uses different numbered tickets for each drawing.

*Calendar raffle.*

- (7) The organization sequentially numbers and sells calendar numbers. The organization places all sold calendar numbers into the drawing receptacle. On predetermined dates, identified on the calendar, the organization conducts drawings. The organization places all winning tickets into the drawing receptacle for future drawings.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-325 Manner of conducting a raffle.****Alternative drawing formats.**

(18) Organizations can only conduct alternative drawings for raffles that meet the criteria outlined in subsections (15), (16) and (17) of this section. The following are examples of alternative drawing formats that meet this criteria.

*Mock raffle races.*

(a) Sequentially numbered and issued tickets/adoption papers are numbered to identify a specific corresponding numbered mock animal(s), ball(s), or other similar objects that can be raced using natural elements to move the objects (water, gravity, wind). Objects must be released simultaneously at a start line. The winner will be the numbered object to first cross the finish line. All objects must be identical in weight, size, and shape, to have an equal opportunity to win.

*Poker runs.*

(b) Sequentially numbered and issued tickets/poker tally sheets are sold to participants. Participants will travel a predetermined course with predetermined drawing stations (typically five drawing stations). At each drawing station, the participant will draw one playing card for each ticket purchased. Station attendants will verify the card drawn and will record the card value on the poker ticket tally sheet. After all participants have completed the course, the best recorded poker hand will be declared the winner.

*Ball drops.*

(c) Sequentially numbered and issued tickets are numbered to identify a specific corresponding numbered ball. All purchased numbered balls will be suspended in air and simultaneously released over a target zone. The ball, closest or first, to hit the predetermined target will be declared the winner. All balls must be equal in size, weight, and shape, to have an equal opportunity to win.

*Animal plops.*

(d) Sequentially numbered and issued tickets are numbered to identify a specific corresponding square on a numbered grid. The animal of choice will be released into the grid area until the animal has completed its plop. The numbered square containing the plop will determine the winner.

*Multiple stage drawings.*

(e) Tickets or objects are sequentially numbered and issued. Winners will be determined using multiple drawing phases to eliminate participants until the remaining ticket holder(s) are declared the winner. Second element chance plans are allowed as long as they meet the criteria set out in this rule.

*Bucket raffles.*

(f) Tickets are sequentially numbered and issued. Participants are allowed to place their tickets into any number of separate drawings for separate prizes. The multiple drawings are considered one single raffle unless the organization uses different numbered tickets for each drawing.

*Calendar raffle.*

(g) Calendars are sequentially numbered and issued. All sold calendar numbers are entered into the drawing receptacle. On predetermined dates, identified on the calendar, drawings will be conducted. All winning tickets must be replaced into the drawing receptacle for future drawings.

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### **230-11-045 Using a second element of chance.**

Organizations may use second elements of chance to:

- (1) Determine the final prize winner. For example: Ten finalists are drawn and each finalist will choose a key. The finalist with the key that unlocks the safe wins;
- (2) Determine which prize is awarded among a group of prizes. For example: The winner selects one of three keys and wins the vehicle the key starts;
- (3) Increase the prize. For example: The winning ticket matches a predetermined sequence of numbers and wins an additional prize.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-325 Manner of conducting a raffle.****Using a second element of chance.**

(19) Organizations may use second elements of chance to:

- (a) Determine the final prize winner (for example: Ten finalists are drawn and each finalist will choose a key. The finalist with the key that unlocks the safe wins);
- (b) Determine which prize is awarded among a group of prizes (for example: The winner selects one of three keys and wins the vehicle the key starts);
- (c) Increase the prize (for example: The winning ticket matches a predetermined sequence of numbers and wins an additional prize).

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**230-11-050 Prohibited alternative drawing formats**

We prohibit alternative drawing formats involving an element of skill.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-325 Manner of conducting a raffle.**

(16) Alternative formats involving an element of skill are prohibited.

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**230-11-055 Prizes for raffles.**

(1) Organizations must own the prizes offered to winners before drawing the winning tickets.

(2) At the time and date of any raffle drawing, the organization must have on deposit an unencumbered amount of money that is equal to or greater than all cash prizes being offered in the raffle or, if the winner has an option, the total cost to purchase merchandise prizes. The organization must have these funds deposited in the gambling receipts account, if required, or in a recognized Washington state depository authorized to receive funds. The organization must not reduce the balance of funds available from this account below the required amount before awarding the prize(s).

(3) Raffle prizes must:

- (a) Be available at the time and place of the drawing; and
- (b) Be United States currency or an equivalent amount of negotiable instruments, if cash; and
- (c) Not be liquor; and
- (d) Not exceed \$40,000. No group of raffle prizes given during any twelve month period may exceed \$80,000.

(4) When the winner has an option to receive a cash prize instead of the merchandise, the organization may enter into a contract to purchase the merchandise prize after the winner chooses his or her option.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**230-11-060 Restrictions on Firearms as Prizes**

Only charitable or nonprofit organizations operating a raffle may award firearms or air guns as a prize. If the firearm awarded is restricted from transfer by state or federal law, the licensee must award the winner a certificate, redeemable by a licensed firearms dealer.

[Statutory Authority: RCW 9.46.070 (14) and (20).]

**WAC 230-20-015 Prize limits for raffles.**

(1) No single raffle prize may exceed \$40,000. No group of raffle prizes given during any twelve month period may exceed \$80,000.

(2) The commission may permit a licensee to exceed these limits on specific occasions for good cause shown. Requests to exceed the limits shall be submitted to the commission in writing along with the application for licensing.

[Statutory Authority: RCW 9.46.070 (8) and (11).]

**WAC 230-12-040 No firearms as prizes -- Exceptions.**

No firearms, air guns, or other mechanical devices which are capable of discharging dangerous projectiles, including but not limited to, BB or CO<sub>2</sub> guns, rifles, shotguns, pistols or revolvers, or crossbows, shall be offered or awarded as a prize for any of the activities authorized by chapter 9.46 RCW: Provided, That bona fide charitable or nonprofit organizations licensed to conduct a raffle, may award any legal firearm or air gun as a prize for such raffles. Any firearm for which the transfer is restricted by state or federal law shall be awarded by providing the winner a certificate for such prize which is redeemable by a licensed firearms dealer.

**WAC 230-20-325 Manner of conducting a raffle.**

(13) Organizations must own the prizes before drawing the winning tickets. Raffle prizes must:

- (a) Not be firearms, unless awarded as prizes under the provisions set forth in WAC 230-12-040;
- (b) Not be liquor;
- (c) Meet the requirements to the amount of money spent on prizes set forth in WAC 230-20-015; and
- (d) Be controlled as set forth in WAC 230-20-300.

**WAC 230-20-300 Control of raffle prizes.**

Any person or organization conducting raffles shall ensure that all prizes offered are available at the time and place of the drawing. Prizes shall be controlled as follows:

(1) Merchandise prizes shall be owned by the licensee and paid for in full, without lien or interest of others, prior to the drawing at which the winners of such prizes are to be determined: Provided, That when the winner has an option to receive a cash prize in lieu of such merchandise, a licensee may enter into a contract to immediately purchase a merchandise prize after the winner makes their option;



(2) All cash prizes shall be available at the time of the drawing in the form of United States currency or an equivalent amount of negotiable instruments; and  
(3) At the time and date of any raffle drawing, the licensee shall have on deposit an unencumbered amount of money that is equal to or greater than all cash prizes currently being offered or, if the winner has an option, the total cost to purchase merchandise prizes. Such funds shall be on deposit in the gambling receipts account if required by WAC 230-12-020 or otherwise in a recognized Washington state depository authorized to receive funds. The balance of funds available from this account shall not be reduced below the required amount prior to awarding the prize.

[Statutory Authority: RCW 9.46.070.]

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**230-11-065 Bundling and selling tickets at a discount.**

Organizations may offer tickets at a discount under the following conditions:

- (1) Organizations may put tickets together in a bundle and sell them at a discount if the organization:
  - (a) Has a current raffle license; and
  - (b) Sets the discount before selling any raffle tickets; and
  - (c) Does not change the discount plan during the raffle; and
  - (d) Keeps records that meet all commission requirements; and
  - (e) Makes single nondiscounted tickets available to all participants; and
  - (f) Uses only one discount plan for each raffle.
- (2) Booklets of bundled discounted tickets must contain the number of tickets named in the discount plan. For example, each single ticket sells for five dollars and three tickets bundled together sells for ten dollars.
- (3) Organizations must not remove tickets from a booklet and sell them individually.
- (4) Each booklet of bundled tickets must have the following information printed on the cover:
  - (a) A description of the discount plan; and
  - (b) The number of tickets in the booklet; and
  - (c) The total cost of the booklet; and
  - (d) A consecutive number.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-325 Manner of conducting a raffle. Bundling and selling tickets at a discount.**

- (1) Organizations may put tickets together in a bundle and sell them at a discount if the organization:
- (a) Has a current raffle license;
  - (b) Sets the discount before selling any raffle tickets and does not change the discount plan during the raffle;
  - (c) Keeps records that meet all commission requirements;
  - (d) Makes single nondiscounted tickets available to all participants; and

- (e) Uses only one discount plan for each raffle.
  - (2) Booklets of bundled discounted tickets must contain the number of tickets set forth in the discount plan. For example, a single ticket is sold for five dollars each and three tickets bundled together are sold for ten dollars.
  - (3) Bundled tickets cannot be removed from a booklet and sold individually. Each booklet of bundled tickets must have the following information printed on the cover:
    - (a) A description of the discount plan;
    - (b) The number of tickets in the booklet;
    - (c) The total cost of the booklet; and
    - (d) A consecutive number.
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### **230-11-070 Selling tickets.**

Organizations must not sell raffle tickets via the internet. members of the organization or volunteers under the supervision of a member must sell all tickets.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

### **WAC 230-20-325 Manner of conducting a raffle. Selling tickets.**

- (6) Organizations must not sell raffle tickets via the internet.
  - (7) Tickets must be sold by members of the organization or volunteers under the supervision of a member under the requirements set forth in WAC 230-20-070(1).
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### **230-11-075 Incentives for selling tickets.**

The organization must not pay members or volunteers for selling tickets, managing, or operating a raffle. Organizations may provide members or volunteers with noncash incentive awards for selling tickets if:

- (1) The awards are based on the number of chances sold;
- (2) The fair market value of the total amount awarded for an
- (3) individual raffle does not exceed five percent of the gross gambling receipts of the raffle; and
- (4) A record of the name, address, and telephone number is maintained for all persons receiving incentive awards.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

### **WAC 230-20-325 Manner of conducting a raffle. Incentives for selling tickets.**

- (8) Members or volunteers of the organization must not be paid for selling tickets, managing, or operating a raffle. Organizations may provide members or volunteers with noncash incentive awards for selling tickets if:
  - (a) The awards are based on the number of chances sold;
  - (b) The fair market value of the total amount awarded for an

individual raffle does not exceed five percent of the gross gambling receipts of the raffle; and

(c) A record of the name, address, and telephone number is maintained for all persons receiving incentive awards.

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**230-11-080 No free tickets.**

Organizations must not give raffle tickets away and no one can be given an opportunity to participate in a raffle drawing without purchasing a ticket.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-325 Manner of conducting a raffle. No free tickets.**

(5) Organizations must not give raffle tickets away for free and no one can be given an opportunity to participate in a raffle drawing without purchasing a ticket.

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**230-11-085 Ticket accounting.**

Organizations must establish accounting procedures and provide internal controls necessary to allow for an audit of gross gambling receipts from ticket sales. To provide an adequate audit trail, all raffle tickets must:

- (5) Be consecutively numbered; or
- (6) Be imprinted with letters or symbols which are not repeated within the population of all tickets sold for a particular raffle.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-325 Manner of conducting a raffle. Ticket accounting.**

(4) Organizations must establish accounting procedures and provide controls necessary to allow for an audit of gross gambling receipts from ticket sales. To provide an adequate audit trail, all raffle tickets must:

- (a) Be consecutively numbered; or
- (b) Be imprinted with letters or symbols which are not repeated within the population of all tickets sold for a particular raffle.

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**230-11-090 Managers, operators, and other employees operating raffles must be full and active members of the organization.**

Organizations must closely supervise all persons involved in the conduct of raffles to make certain that they follow all our rules.

- (1) Managers, operators, and other employees must be full and active members of the organization to take any part in the management or operation of raffles the organization conducts.
- (2) Regular or part time employees of the organization and volunteers supervised by a member may operate the raffle if the organization:
  - (a) Keeps records that will allow us to determine the amount of gross gambling receipts received from the raffle(s); and identify

individuals responsible for receiving and controlling those receipts;  
and

(b) Includes in the records at least the full names, addresses, and phone numbers of employees and members involved in the activity and the number of tickets issued, sold, or returned by each employee or member involved in raffle ticket sales; and

(c) Pays any additional cost to run authorized raffles.

[Statutory Authority: RCW 9.46.070. (1), (8), (11), (10), (14), (17) and (19). 9.46.0205, 9.46.0277, 9.46.0315, 9.46.0321, and 9.46.0331.]

**WAC 230-20-070 Regulation of managers, operators, and other employees — Charitable or nonprofit organizations.**

Charitable or nonprofit organizations shall closely supervise all persons involved in the conduct of all gambling activities operated to ensure all rules of the commission are followed. The following restrictions apply to managers, operators, and other employees:

**Amusement games and raffles.**

(1) **Amusement games and raffles.** No person other than a bona fide member of a qualified charitable or nonprofit organization shall take any part in the management or operation of, including the furnishing of equipment for amusement games, or work as an employee upon, amusement games or raffles conducted by that organization under a license from the commission: Provided, That for purposes of this section, performing functions that are not of a supervisory or management nature shall not be considered taking part in the operation of amusement games or raffles if:

(a) Such functions are performed by:

(i) Employees of the organization, who are hired on a regular or part time basis, and who are employed primarily for purposes other than the conduct of such activities; or

(ii) Individuals who are volunteers, when they are under the supervision of a member and are not directly or indirectly compensated for such functions;

(b) The organization keeps records that will allow the commission to determine the amount of gross gambling receipts received from such activities and to identify individuals responsible for receiving and controlling such. Records shall include at least the following:

(i) The full names, addresses, and phone numbers of employees and members involved in the activity; and

(ii) The number of tickets issued, sold, or returned by each employee or member involved in raffle ticket sales.

(c) Any additional cost to administer raffles authorized under authority of this section is paid by the licensee.

**Agricultural fairs.**

(3) Certain premises excepted. The limitations set forth above in subsections (1) and (2) of this section shall not apply to qualified agricultural fairs conducting amusement games or bingo.

[Statutory Authority: RCW 9.46.070. (1), (8), (11), (10), (14), (17) and (19). 9.46.0205, 9.46.0277, 9.46.0315, 9.46.0321 and 9.46.0331.]

## Conducting a Members-Only Raffle

### **230-11-095 Licensed versus unlicensed members-only raffles.**

Organizations may conduct an unlimited number of unlicensed members-only raffles if the combined gross revenue from the raffles does not exceed five thousand dollars during a calendar year. If organizations plan to exceed the five thousand dollar gross revenue limit, they must obtain a raffle license.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

### **WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Licensed versus unlicensed.**

(1) Organizations may conduct an unlimited number of unlicensed members-only raffles if the combined gross revenue from the raffles does not exceed five thousand dollars during a calendar year. If organizations plan to exceed the five thousand dollar gross revenue limit, they must obtain a raffle license.

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### **WAC 230-11-100 Defining “members-only” raffles.**

A "members-only raffle" means a raffle where the organization sells chances only to full and active members and a limited number of guests. Winners must be determined from among those members and guests that have purchased chances.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

### **WAC 230-20-325 Manner of conducting a raffle. Members-only raffles.**

(22) Organizations may conduct members-only raffles under simplified procedures set forth in WAC 230-20-335.

### **WAC 230-20-335 Members-only raffles-Procedures- Restrictions.**

Only licensed charitable and nonprofit organizations may conduct a members-only raffle. For purposes of this section, "members-only raffle" means a raffle where chances are sold only to members of the organization and a limited number of guests. Winners must be determined from among those members and guests that have purchased chances.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

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### **230-11-105 Members-only raffles to begin and end during membership meeting.**

Organizations must complete all phases of the raffle during a meeting of the members or special event that occurs on the same day and at the same location without interruption.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Raffle to begin and end during membership meeting.**

(2) All phases of the raffle must be completed during a meeting of the members or special event, and the meeting or event must be completed on the same day and at the same location without interruption.

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**230-11-110 Limit on number of guests for members-only raffles.**

The total number of guests participating in a raffle must not exceed twenty-five percent of the total attendance of the meeting. The organization must maintain records to show compliance with this requirement.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Limit on number of guests.**

(3) If organizations allow guests to participate, the total number of guests, as a percentage of the total attendance of the meeting, must not exceed twenty-five percent. The organization must maintain records to show compliance with this requirement.

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**230-11-115 Providing rules of play for members-only raffles.**

Organizations must post a sign at each ticket sales point to provide participants with all rules of play or imprinted the required disclosures on the raffle ticket or chance.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Providing rules of play.**

(4) Organizations must post a sign at each ticket sales point to provide participants with all rules of play or the required disclosures must be imprinted on the raffle ticket or chance.

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**230-11-120 Using alternative drawing formats for members-only raffles.**

Organizations may use alternative drawing formats set forth in WAC 230-11-030 for members-only raffles. Organizations may substitute prenumbered raffle tickets with similar objects that randomly determine winners if the organization:

- (1) Has a current raffle license; and
- (2) Establishes internal controls and accounting procedures that will:
  - (a) Provide permanent records with enough information to verify gross gambling receipts; and
  - (b) Prevent the manipulation of the random selection process; and
  - (c) Document, in detail, the random selection process used.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions.  
Alternative drawing formats.**

(9) Organizations may use alternative drawing formats set forth in WAC 230-20-325 for members-only raffles. Organizations may substitute prenumbered raffle tickets with similar objects that can be used to randomly determine winners if the organization:

- (a) Has a current raffle license; and
- (b) Establishes internal controls and accounting procedures that will:
  - (i) Provide permanent records with enough information to verify gross gambling receipts;
  - (ii) Prevent the manipulation of the random selection process; and
  - (iii) Document, in detail, the random selection process used.

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**230-11-125 Approved alternative drawing formats for members-only raffles.**

Along with the alternative drawing formats listed in WAC 230-11-030, organizations may use the following alternative drawing formats for members-only raffles:

*Mock raffle races (horse race raffles).*

- (1) The organization sequentially numbers and sells tickets to participants to wager on a specific mock animal in a field of mock animal racers (typically five to ten racers). The mock animals race in individual lanes divided into equal spaces or squares (for example, bingo boards are sometimes used as race lanes). Animals move forward based on the numbers rolled on dice or balls drawn from a set of bingo balls. The first mock animal to cross the finish line is the winner. All winning ticket holders split the prize pool or the organization may hold a drawing of winning tickets to determine a single winner.

*Video race raffles.*

- (2) The organization sequentially numbers and sells tickets/race forms to participants to wager on the outcome of an unknown videotaped race, typically horse races. The previously-taped races must be obtained from an outside source and no participants must have knowledge of the specific race or the specific racers before conducting the video race drawing. Participants wager on the specific racers, identified by numbers, or a specific race lane. All participants holding a winning race number ticket or winning lane number ticket are the winners. All winning ticket holders split the prize pool or the organization may hold a drawing of winning tickets determines a single winner.

*Paddle wheel raffles.*

- (3) The organization sells numbered paddles or numbered tickets to participants that correspond with numbered spaces on a spinning wheel. The organization spins a balanced wheel divided into numbered segments at least one full revolution and the specific number the wheel stops on is the winner.



*Pick your own ticket.*

- (4) The organization sells a predetermined number of objects or tickets to participants. The organization must issue each object or ticket only one time. If the organization is using a modified pricing plan, the organization must base the selection of tickets totally on chance. No participant may determine the price of a ticket before making a selection.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Members-only alternative drawing formats.**

(10) Organizations can only conduct alternative drawings for raffles that meet the criteria outlined in subsection. In addition to the alternative drawing formats listed in WAC 230-20-325, the following are also examples of alternative drawing formats that can be used for members-only raffles.

*Mock raffle races (horse race raffles).*

(a) Sequentially numbered and issued tickets/race forms are sold to participants to wager on a specific mock animal in a field of mock animal racers (typically five to ten racers). The mock animals will race in individual lanes divided into equal spaces or squares (for example, bingo boards are sometimes used as race lanes). Animals will move forward based on the numbers rolled on dice or balls drawn from a set of bingo balls. The first mock animal to cross the finish line will be declared the winner. All winning ticket holders will split the prize pool or a drawing of winning tickets will determine a single winner.

*Video race raffles.*

(b) Sequentially numbered and issued tickets/race forms are sold to participants to wager on the outcome of an unknown video taped race, typically horse races. The previously taped races must be obtained from an outside source and no participants must have knowledge of the specific race or the specific racers before conducting the video race drawing. Participants will be allowed to wager on the specific racers, identified by numbers, or a specific race lane. All participants holding a winning race number ticket or winning lane number ticket will be declared the winner. A drawing of the winning tickets may be held to determine a single winner.

*Paddle wheel raffles.*

(c) Numbered paddles or numbered tickets are sold to participants that correspond with numbered spaces on a spinning wheel. A balanced wheel divided into numbered segments is spun, at least one full revolution. The specific number the wheel stops on will determine the winning ticket holder.

*Pick your own ticket.*

(d) A predetermined number of objects or tickets are sold to participants. Each object or ticket may only be issued one time. If using a modified pricing plan, the selection of tickets must be based totally on chance and no participant can determine the price of a ticket before making their selection. All modified pricing plans must follow the requirements set out in subsections (6), (7) and (8) of this section.

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**230-11-130 Prizes for members-only raffles.**

Organizations must own the prizes before drawing the winning tickets. Raffle prizes must:

- (1) Be available at the time and place of the drawing; and
- (2) Be United States currency or an equivalent amount of negotiable instruments, if cash; and
- (3) Not be liquor, unless unopened containers of liquor are awarded as a prize in members-only raffles when the proper permit is obtained from the liquor control board RCW 9.46.0315; and
- (4) Not exceed \$40,000. No group of raffle prizes given during any twelve month period may exceed \$80,000.

[Statutory Authority: RCW 9.46.070(1), (2), (3), (4), (5), (6), (8), (9), (11), (14), and (17); RCW 9.46.0315, RCW 9.46.0321., RCW 9.46.0209, RCW 9.46.0237; RCW 9.46.0277.]

**WAC 230-20-300 Control of raffle prizes.**

Any person or organization conducting raffles shall ensure that all prizes offered are available at the time and place of the drawing. Prizes shall be controlled as follows:

- (1) Merchandise prizes shall be owned by the licensee and paid for in full, without lien or interest of others, prior to the drawing at which the winners of such prizes are to be determined: Provided, That when the winner has an option to receive a cash prize in lieu of such merchandise, a licensee may enter into a contract to immediately purchase a merchandise prize after the winner makes their option; and
- (2) All cash prizes shall be available at the time of the drawing in the form of United States currency or an equivalent amount of negotiable instruments; and
- (3) At the time and date of any raffle drawing, the licensee shall have on deposit an unencumbered amount of money that is equal to or greater than all cash prizes currently being offered or, if the winner has an option, the total cost to purchase merchandise prizes. Such funds shall be on deposit in the gambling receipts account if required by WAC 230-12-020 or otherwise in a recognized Washington state depository authorized to receive funds. The balance of funds available from this account shall not be reduced below the required amount prior to awarding the prize.

[Statutory Authority: RCW 9.46.070.]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Prizes.**

(12) Organizations must own the prizes before drawing the winning tickets. Raffle prizes must:

- (a) Not be firearms, unless awarded as prizes under the provisions set forth in WAC 230-12-040;

- (b) Not be liquor, unless unopened containers of liquor are awarded as a prize in members-only raffles when the proper permit is obtained from the liquor control board (RCW 9.46.0315 and WAC 230-20-335);
- (c) Meet the dollar amount limits set forth in WAC 230-20-015; and
- (d) Be controlled as set forth in WAC 230-20-300.

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**230-11-135 Modified pricing plans for tickets for members-only raffles.**

Organizations may use modified ticket pricing plans at members-only raffles as long as gross revenue does not exceed five thousand five dollars. Organizations may sell chances to enter a raffle for different values, not to exceed ten dollars for a single chance, if the organization:

- (1) Tells the players the pricing plan before selling them a chance to participate. The organization must tell the player the total number of tickets in the population and the number of tickets at each price level; and
- (2) Allows participants to randomly select their ticket from the population of remaining tickets and pay the amount imprinted on the ticket they select; and
- (3) Establishes records for an adequate audit trail to determine gross gambling receipts; and
- (4) Holds no more than two such drawings during a meeting or event.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Modified pricing plans for tickets.**

(6) Organizations may use modified ticket pricing plans at members-only raffles as long as gross revenue does not exceed five thousand five dollars. Chances to enter a raffle may be sold for different values not to exceed ten dollars for a single chance if:

- (a) The plan for assigning the cost of the ticket is disclosed to the players before selling them a chance to participate. The information must include the total number of tickets in the population and the number of tickets at each price level;
- (b) Participants are allowed to randomly select their ticket from the population of remaining tickets and pay the amount imprinted on the ticket they select;
- (c) There is an adequate audit trail to determine gross gambling receipts;
- (d) No more than two such drawings are held during a meeting or event.

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**230-11-140 Other pricing plan for members-only raffles.**

Organizations may sell multiple tickets to enter one or more drawings as a package as long as the total price of the package does not exceed twenty-five dollars.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Other pricing plan.**

(8) Multiple tickets to enter one or more drawings may be sold as a package as long as the total price of the package does not exceed twenty-five dollars.

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**230-11-145 Tickets in packages for members-only raffles.**

Organizations may include chances to enter a raffle as a part of a package that includes dues, entertainment, or other fund-raising activities if the organization discloses the value of each component of the package to the purchaser and the value of each individual raffle chance does not exceed twenty-five dollars. However, the organization must not include chances to enter raffles or to participate in any gambling activities with initial applications for membership or initial membership fees.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Tickets in packages.**

(5) Organizations may include chances to enter a raffle as a part of a package that includes dues, entertainment, or other fund-raising activities if the value of each component of the package is disclosed to the purchaser and the value of each individual raffle chance does not exceed twenty-five dollars. However, initial applications for membership and any fees paid for such must not include chances to enter raffles or to participate in any gambling activities.

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**230-11-150 Discount based on number of tickets purchased for members-only raffles.**

An organization may sell chances for a discounted price based on the number of tickets a player purchases if:

- (1) The amount of the discount is set before any raffle tickets are sold; and
- (2) Participants are allowed to purchase a single ticket; and
- (3) There is only one discount plan for each raffle; and
- (4) The cost of a single ticket, without a discount, does not exceed ten dollars; and
- (5) The total cost of a discount package does not exceed twenty-five dollars; and
- (6) The cost of a single ticket is imprinted on each ticket (for example, one dollar each); and
- (7) The discounted tickets are identified by a unique ticket audit numbering system; and
- (8) The organization establishes an audit system that includes internal controls and procedures to determine gross gambling receipts from the sale of tickets using a modified pricing plan.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Discount based on number of tickets purchased.**

(7) Chances may be sold for a discounted price that is based on the number of tickets a player purchases if:

- (a) The amount of the discount is set before any raffle tickets are sold;
- (b) Participants are allowed to purchase a single ticket;
- (c) There is only one discount plan for each raffle;
- (d) The cost of a single ticket, without a discount, does not exceed ten dollars;
- (e) The total cost of a discount package does not exceed twenty-five dollars;
- (f) The cost of a single ticket is imprinted on each ticket (for example, one dollar each);
- (g) The discounted tickets are identified by a unique ticket audit numbering system; and
- (h) An audit system is established that includes controls and procedures to determine gross gambling receipts from the sale of tickets utilizing a modified pricing plan.

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**230-11-155 Incentives for selling tickets for members-only raffles.**

Organizations may provide members with noncash incentive awards for selling tickets if:

- (1) The awards are based on the number of chances sold;
- (2) The fair market value of the total amount awarded for an individual raffle does not exceed five percent of the gross gambling receipts of the raffle; and
- (3) The organization maintains a record of the name, address, and telephone number for all persons receiving incentive awards.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Incentives for selling tickets.**

(11) Organizations may provide members with noncash incentive awards for selling tickets if:

- (a) The awards are based on the number of chances sold;
  - (b) The fair market value of the total amount awarded for an individual raffle does not exceed five percent of the gross gambling receipts of the raffle; and
  - (c) A record of the name, address, and telephone number is maintained for all persons receiving incentive awards.
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**WAC 230-11-160 Licensees may jointly to conduct a raffle.**

Raffle-licensed organizations may jointly conduct a raffle if:

- (1) Each licensee applies for and receives approval from us for that particular raffle before the sale of any tickets; and
- (2) Licensees disclose to us in writing the method by which the income, expenditures for prizes, and all other expenses, received and expended in connection with the raffle will be divided among them; and
- (3) One licensee sets up a separate bank account into which all of the proceeds from the raffle are deposited and from which all of the expenses in connection with the raffle, including but not limited to, all payments for prizes, are made; and
- (4) Participating licensees keep records which clearly disclose the amount of money received and expended by each licensee in connection with the raffle and the purpose(s) for which the money was spent; and
- (5) Licensees count all gross receipts that each individual participating organization received toward their individual license gross receipts limit.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

**WAC 230-20-325 Manner of conducting a raffle. Joint raffles.**

(21) Organizations holding a raffle license may join together with another raffle licensee to conduct a raffle when the provisions set forth in WAC 230-20-350 are followed.

**WAC 230-20-350 Licensees may join together to conduct a raffle.**

Persons holding a license to conduct a raffle or raffles, may join together with any other person or persons holding such a license to jointly conduct a raffle only if the following conditions are met:

- (1) Approval to do so is received by each licensee from the commission for that particular raffle prior to the sale of any tickets in connection therewith;
- (2) The method by which the income, expenditures for prizes, and all other expenses, received and expended in connection with the raffle will be apportioned among the licensees conducting the raffle is disclosed in writing to the commission, together with the application for the commission's approval of the joint raffle;
- (3) A separate bank account is established by one of the participating licensees, all of the proceeds from the raffle are deposited therein, and all of the expenses in connection with the raffle, including but not limited to, all payments for prizes, is made therefrom;
- (4) Records are kept by each of the participating licensees which clearly disclose the amount of money received and expended by that licensee and by each other participating licensee in connection with the raffle. Records of expenses shall disclose for what purpose the money was spent.
- (5) All gross receipts received by each individual participating organization shall count toward their individual license gross receipts limit.

[Statutory Authority: RCW 9.46.070 (8), (11) and (14).]

# Recordkeeping for Raffles

## WAC 230-11-165 Preparing Raffle Records

Organizations conducting raffles at or above license Class "E" or conducting raffles using alternative drawing formats must prepare a detailed record for each raffle they conduct. Organizations must:

- (1) Record all data required in a standard format we set out in the recordkeeping packet; and
- (2) Maintain the following additional records:
  - (a) Validated deposit receipts for each deposit of raffle proceeds; and
  - (b) All winning tickets; and
  - (c) All ticket stubs for raffles that participants are not required to be present at the drawing; and
  - (d) All unsold tickets for individual raffles for which gross gambling receipts exceed five thousand dollars; and
  - (e) Invoices and other documentation recording the purchase or receipt of prizes; and
  - (f) Invoices and other documentation recording the purchase of tickets and other expenses of the raffle; and
- (3) Complete all records no later than thirty days following the drawing and have them available for review by us and local law enforcement or taxing authorities. However, we or local law enforcement authorities also may review of any required records before the allowed completion date; and
- (4) Keep all records for three years from the end of the licensee's fiscal year in which the raffle was completed.

## WAC 230-11-170 Storing and making available raffle records

- (1) Organizations must keep all records at the main administrative or business office of the organization that is located in Washington and have the records available for our review or audit whenever we request.
- (2) Organizations that do not have an administrative or business office located in Washington must designate records custodians that reside in Washington. These custodians must retain all original records and make the records available for review or audit **at any reasonable location** within seven days of our request.
- (3) The director may allow an organization to maintain records at alternative locations if the organization submits a written request and has demonstrated the ability and desire to comply with all our requirements. The organization or its custodian must make these records available for our review and audit within seven days of our request. The director may provide written notice and revoke this permission at any time. The written request to maintain records at alternative locations must include at least the following:
  - (a) The conditions that prevent or restrict the organization from complying with normal records maintenance requirements, including costs; and
  - (b) The address of the location where all records will be maintained; and

- (c) The name, address, and telephone number of a resident of Washington whom the organization authorizes to accept a request for records if the records are stored outside the state of Washington; and
- (d) The name, address, and telephone number of a primary and alternate records custodian; and
- (e) A notarized statement by the chief executive officer of the organization accepting responsibility for providing records and acknowledging that failing to comply with a request for records within the allotted time may result in suspension or revocation of all licenses held by the organization

**WAC 230-08-070 Raffle records.**

A detailed record shall be prepared for each raffle conducted. Unless otherwise noted in this section, organizations licensed to conduct raffles at Class "D" or below and organizations conducting unlicensed raffles under the authority of RCW 9.46.0315 or 9.46.0321 are authorized to use reduced recordkeeping requirements as set out in WAC 230-08-015. Organizations licensed to conduct raffles at or above Class "E" or conducting raffles under any class of license by utilizing alternative drawing formats, as authorized by WAC 230-20-325, shall comply with the following recordkeeping procedures:

- (1) All data required shall be recorded in a standard format prescribed by the commission; (2) At least the following data shall be recorded:
  - (a) Beginning and ending ticket numbers;
  - (b) The total number of unsold tickets with ticket numbers that are below the highest ticket number sold;
  - (c) Total gross gambling receipts;
  - (d) A description of each prize including the cost, or if contributed to the organization, the fair market value;
  - (e) The name, address, and telephone number of each winner of a prize with a cost or fair market value in excess of twenty dollars;
  - (f) Except as authorized by WAC 230-20-335, details of disbursement to and return of tickets from sellers. Minimum details shall include:
    - (i) The name of the person receiving the tickets;
    - (ii) The number of tickets disbursed;
    - (iii) The number of tickets returned; and
    - (iv) All funds returned;
- (3) In addition to the prescribed format, the following records shall be maintained:
  - (a) Validated deposit receipts for each deposit of raffle proceeds;
  - (b) All winning tickets;
  - (c) All ticket stubs for raffles that participants are not required to be present at the drawing;
  - (d) All unsold tickets for individual raffles for which gross gambling receipts exceed five thousand dollars;
  - (e) Invoices and other documentation recording the purchase or receipt of prizes; and
  - (f) Invoices and other documentation recording the purchase of tickets and other expenses of the raffle;



(4) Except as authorized by WAC 230-20-335, these records shall be maintained for a period of not less than three years from the end of the licensee's fiscal year in which the raffle was completed;

(5) Records for each individual raffle shall be completed and available for review by commission staff and local law enforcement or taxing authorities no later than thirty days following the drawing: Provided, That this subsection shall not restrict commission staff or local law enforcement authorities from review of any required records prior to the allowed completion date; and

(6) Records shall be maintained at the main administrative or business office of the organization that is located within Washington state and available for commission review or audit upon request. Organizations that do not have an administrative or business office located within Washington state structured to include more than one chapter or other subdivided unit that conducts raffles under the parent organization's license, shall designate records custodians that reside in Washington state. Such custodians shall be responsible for retaining all original records and making such available for review or audit at any reasonable location within seven days of a request by commission staff: Provided, That the director may authorize an organization to maintain records at alternative locations if the organization has demonstrated the ability and desire to comply with all commission requirements. Records maintained under such an agreement shall be made available for commission review and audit at any designated location within seven days. The director may revoke this authority at any time by providing written notice. A request to maintain records at alternative locations shall include at least the following:

(a) The conditions that preclude or restrict compliance with normal records maintenance requirements of this subsection, including costs;

(b) The address of the location where all records will be maintained;

(c) If such records are retained outside the state of Washington, the name, address, and telephone number of a resident of the state of Washington who is authorized by the organization to accept a request for records;

(d) The name, address, and telephone number of a primary and alternate records custodian; and

(e) A notarized statement by the chief executive officer of the organization acknowledging responsibility for providing records and that failure to comply with a request for records within the allotted time may result in suspension or revocation of all licenses held by the organization

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### **230-11-175 Class D or Below Licensees May Use Reduced Recordkeeping Requirements.**

Class "D" or below and organizations conducting unlicensed raffles under the authority of RCW 9.46.0315 or 9.46.0321 may use reduced recordkeeping requirements explained in the recordkeeping packet we provide.

**WAC 230-08-015 Certain lower volume licensees may meet reduced recordkeeping requirements.**

Notwithstanding the provisions of WAC 230-08-010, persons holding licenses issued under the classes and circumstances set out in WAC 230-04-065 and persons operating without a license under RCW 9.46.0315 and 9.46.0321 need only keep a set of permanent records of all of the activities of the licensee related to conducting the licensed activity which includes the following, by month:

- (1) The gross receipts from the conduct of each licensed activity;
- (2) The total amount of cash prizes actually paid out and the total of the cost to the licensee of all merchandise prizes actually paid out for each licensed activity;
- (3) A summary of all expenses related to each of the activities licensed; and
- (4) The net income received by the licensee from the licensed activity with a designation of the purposes for which the net income was raised and the amount paid each recipient of any part of the net income.

These records shall be maintained by the licensee for a period of not less than three years from the end of the license year for which the record is kept unless released by the commission from this requirement as to any particular record. Persons operating under RCW 9.46.0315 and 9.46.0321 without a license shall maintain the above records for a period of one year.

[Statutory Authority: RCW 9.46.070. (4), (7), (8) and (11).]

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### **230-11-180 Records for members-only raffles.**

For members-only raffle records, organizations must keep a record of the name, address, and telephone number all winners of a prize valued at greater than fifty dollars for a minimum of one year following the date of each individual raffle drawing.

### **WAC 230-20-335 Members-only raffles-Procedures- Restrictions. Records.**

- (13) For members-only raffle records, WAC 230-08-070 is modified as follows:
- (a) The name, address, and telephone number must be recorded for all winners of a prize valued at greater than fifty dollars, see WAC 230-08-070 (2)(e);
  - (b) A detailed record of disbursements and returned tickets is not required, see WAC 230-08-070 (2)(f); and
  - (c) All records must be maintained for a minimum of one year following the date of each individual raffle drawing, see WAC 230-08-070(4).

[Statutory Authority: RCW 9.46.070 (8) (11) and (14).]